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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
Through : C/PPS *de*
FROM : ES/PPS/TR

DATE: 22 September 1961

SUBJECT: Visit To Ft. Belvoir Instructional Facilities

1. Members of the OTR Educational Committee indicated an interest in visiting instructional facilities of Ft. Belvoir. Request permission to plan and conduct such a tour.

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2. Perhaps you will recall on 9 June 1960, [REDACTED] and I visited this installation and we were quite impressed with some of the facilities. Our contact would be Dr. Ralph S. Acker, Chief of the Instructional Methods Branch, Training Division, U.S. Army Engineer School, Ft. Belvoir, Virginia.

3. The purpose of such a visit, if approved, would be to visit Dr. Acker and discuss with him in general the Army's training concepts, methods, and techniques, with particular emphasis on training aids, large and small group instruction, and language training techniques. We would also visit some of the classroom facilities and their training aids set-up.

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4. If approved, arrangements will be made through [REDACTED], OTR Security Officer, and [REDACTED] Registrar's Office, for such a trip.

5. It would be anticipated that such a trip would be scheduled and conducted around the first part of November. Departure from the local area would be made around 9:00 and return would be late the same afternoon. The suggestion has been made that each Committee member be allowed to invite one guest, if desired, from his School or Staff.

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Educational Specialist

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~~FORM NO. _____ BOX NO. _____ FILED NO. _____ DOC. NO. 35 NO CHANGE
IN CLASS/ _____ CLASS CHANGED TO: TS-6 RET. JUST. 22
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CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	INITIALS	DATE
1	DTR	MB	28 Sep.
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4			
5			
6	C/PPS	MB	3 Oct
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
Remarks:			
<p>Suggest that this visit be approved. That the Ed Comman be aware of Ric #2 and report to you on possibility our using their facilities for service personnel if feasible. MB</p>			
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